

Norfolk Regional Local Human Rights Committee Minutes

Date of Meeting: July 31, 2012

***Denotes attendance at this meeting**

Committee Members: Brian Gretzler-Chairperson *
Lynette Askew- Vice-Chairperson*
Kelly Wilson-Secretary
Lisa Lockwood- member*

Office of Human Rights: Hillary Zaneveld, Office of Human Rights

Other Attendees: Louise Harley

Program Affiliates:

Alliance of Community Provisions
Brighton Gardens
Giving Hearts, LLC
Achiever's House
Destiny's House
Dominion Day Services
Virginia Baptist Children's Home (HopeTree Family Services)
Family and Youth Foundations Counseling Services
Positive Pathways
National Coalition for Youth and Families of USA, Inc.
Jerolin Management
Progressive Counseling Services

I. Call to Order: -Vice Chairperson Lynette Askew called the meeting to order at 7:05pm at the Pretlow Library.

II. Prospective LHRC Member Interview: The committee moved to go into executive session pursuant to VA Code 2.2.3711 (A)4 for the protection and privacy of individuals in personal matters not related to public business, namely for the purpose to conduct an interview for LHRC membership. The Norfolk Regional LHRC members all so certified that, to the best of each member's knowledge, only private business matters lawfully exempted from statutory open meetings requirements and only private business matters identified in the motion to convene the executive session were discussed in executive session. The executive session was concluded at 7:20pm.

III. Motion to Approve Agenda: Ms. Lockwood motioned for the agenda to be approved and Ms. Askew seconded.

IV. Approval of Minutes: Ms. Lockwood made a motion to approve the minutes from 4/24/12 and Ms. Lockwood seconded the motion.

V. Advocate's Report

Ms. Zaneveld reported that a new advocate had been hired by the Department of Human Rights. She also reminded affiliates that she needed to receive the Quarterly Reports at least one week prior to the LHRC meeting. To streamline this process, all program affiliates should email their Quarterly LHRC reports to Ms. Burgess, LRHC Secretary, at least one week prior to the meeting. Ms. Burgess will then forward all the Quarterly Reports to the LHRC Committee Members and the HR Advocate prior to the meeting. She also reminded everyone that the reports should not include any identifying information. Affiliates should be prepared to share supporting documentation/information for any complaint or abuse allegations during closed sessions.

Ms. Zaneveld also reviewed that there was a change in the reporting of serious injuries and deaths. All Serious Injuries and Death Reports are now submitted to the Central Office and not reported directly to licensing.

Ms. Zaneveld also reminded that the meeting needs to begin promptly at 7:00pm and that if you plan to eat dinner you need to arrive earlier.

VI. Public Comment: There were no public comments.

VII. Program Reports

Name of Program: Alliance of Community Provisions

Boyd Cournette presented the report for Alliance of Community Provisions. He stated they have not started services as they are not yet licensed. He reported that they are now seeking affiliation for a sponsored residential program. Please see the attached Quarterly Report for further information.

Name of Program: Brighton Gardens, LLC.

Jean Chapman presented the report for residential and day support services from Brighton Gardens. Please see the attached Quarterly Report for further information.

Name of Program: Giving Hearts, LLC

Alice Robins presented the report for residential services from Giving Hearts, LLC. Please see attached Quarterly Report for further information.

Name of Program: Achiever's House

No one was present from Achiever's House at this meeting.

Name of Program: Greater Williamsburg Residential Facility and Intensive In-home Counseling & Mentoring Division, Unison Mental Health(formerly Destiny's House), Destiny's Clubhouse

Patrice Matthews presented the report for residential, intensive in-home, and mental health supports for Unison Mental Health. Please see the attached Quarterly Report for further information.

Name of Program: Dominion Day Services

LaTonya Walker presented the report for intensive in-home and mental health support services. Please see the attached Quarterly Report for further information.

Name of Program: Virginia Baptist Children's Home and Family Services (doing business as HopeTree Family Services)

Crystal Burgess presented the report for residential and in-home services. Please see the attached Quarterly Report for further information.

Name of Program: Family and Youth Foundations Counseling Services

Leon Sankofa presented the report for Family and Youth Foundations Counseling Services. Please see the attached Quarterly Report for further information.

Name of Program: Positive Pathways

Delisha Williams presented the report for Positive Pathways. Please see the attached Quarterly Report for further information.

Name of Program: National Coalition for Youth and Families, USA, INC

Frank Hassell presented the report for intensive in-home services. Please see the attached Quarterly Report for further information.

Name of Program: Jerolin Management Services, LLC

Genise Mines presented the report for sponsored residential services for Jerolin Management Services, LLC. Please see the attached Quarterly Report for further information.

Name of Program: Progressive Counseling Services, LLC

Baffour Opuku presented the report for mental health support services. Please see the attached Quarterly Report for further information.

VIII. Requests for Affiliation

Patrice Matthews requested affiliation for a new program, Destiny's Clubhouse, which is a psychosocial rehabilitation program for adults. Affiliation was granted.

Boyd Cournette and Gwendolyn Proctor requested affiliation for a new sponsored residential program for Alliance of Community Provisions. The committee determined that affiliation could not be granted at this time as they have not received the required letter from Margaret Walsh. Once the letter is obtained, a subcommittee of the Norfolk LHRC committee members can meet and approve affiliation.

IX. Administrative Issues

Reporting procedures for the LHRC Quarterly Reports were reviewed again.

X. Schedule of Meetings

The next meeting will be held on October 30, 2012 at the Pretlow Library located at 111 W. Ocean View Avenue, Norfolk, VA 23503, (757) 441-1750. If you plan to eat dinner please arrive at 6:30pm. The meeting will begin promptly at 7:00pm.

XI. Executive Session- The public portion of the meeting was concluded at 7:50pm. The committee moved to go into executive session pursuant to VA Code 2.2.3711 (A)4 for the protection and privacy of individuals in personal matters not related to public business, namely for the purpose hearing from Brighton Gardens, LLC., and Family and Youth Counseling Services to review patient information pursuant to the regulations.

The Norfolk Regional LHRC members all so certified that, to the best of each member's knowledge, only private business matters lawfully exempted from statutory open meetings requirements and only private business matters identified in the motion to convene the executive session were discussed in executive session. There were no recommendations made by the LHRC members.

XII. Adjournment

The meeting was adjourned at 8:14.

Meeting Attendees

Leon Sankofa, Family and Youth Foundations Counseling Services
LaTonaya Walker, Dominion Day Services
Patrice Matthews, Unison Mental Health, (formerly Destiny's House)
Franklin Hassell, National Coalition for Youth and Family Services, Inc.
Gwen Proctor, Alliance of Community Provisions
Boyd Cournette, Alliance of Community Provisions
Gregg Proctor, Alliance of CommunityProvisions
Travis Boston, Brighton Gardens
Delishia Williams, Positive Pathways
Baffour Opuku, Progressive Counseling Services
Alice Robinson, Giving Hearts, LLC
Genice Mines, Jerolin Management Services, LLC
Crystal Burgess, Virginia Baptist Children's Home and Family Services (HopeTree FS)

Submitted by: Crystal Burgess, LHRC Secretary